

Bureau of Project Development
Maine Department of Transportation
16 State House Station
Augusta, ME 04333-0016
ATTN: Steve Harris (CONTRACTS)

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AUGUSTA, MAINE

- ANNOUNCING -

MDOT

Local Project Administration

Certification Course

A **REQUIREMENT** for city/town officials and municipal engineers who wish to locally administer (develop, design, and construct) MDOT projects.

Recommended for consultant engineers who wish to assist municipalities in the development, design and construction of an MDOT project

Recommended as a refresher and update course for previously certified individuals.

Sponsored by:

Maine Department of Transportation



WHO SHOULD ATTEND

- * Town/City Officials
- * Public Works Directors
- * Road Commissioners
- * Town/City Engineers
- * Consultant Engineers

If you are interested in the local administration of an MDOT project (highway overlay and reconstruction, bicycle and pedestrian transportation enhancement projects, etc.) this course is for you.

WHAT WILL BE COVERED

The course will fully explain the process to administer and develop a Federally Funded MDOT Project and give you the Certification **required** to locally administer these projects in the future.

Some Advantages to Local Project Administration of an MDOT Project are:

- Ability to coordinate an MDOT Project with Local Initiatives (sewer and water projects, etc.)
- Do the project NOW (not wait until the project gets into the MDOT development pipeline)
- Use local forces (engineering staff, force account) to develop the project
- Fully ensure that all local needs are addressed.

COURSE LOCATIONS

BREWER

Jeff's Catering

Exit 5, I-395

February 19 (Wednesday)

AUGUSTA

Civic Center

Exit 31, I-95

February 20 (Thursday)

PORTLAND

Verrillo's

Exit 8, Maine Turnpike

February 27 (Thursday)

AUBURN

Auburn Inn

Exit 12, Maine Turnpike

March 4 (Tuesday)

PROGRAM

7:45 Registration (coffee & donuts)
8:00 Welcome and Introduction
9:00 Consultant Selection
10:00 Break
10:15 Right of Way Process
11:00 Environmental Process
11:30 Utility Process
12:00 Lunch
1:00 DBE/OJT Requirements
1:30 Plan Development
2:15 PS&E
2:30 Advertising/Award
2:45 Break
3:00 Construction Administration
4:15 Project Completion
4:30 Municipal Perspective
5:00 Adjourn

Local Administered Project Certification Course

REGISTRATION FORM (please duplicate if necessary)

Please call us 624-3329, Fax us 624-3431, or return this form by mail so that we can have it at least three working days before training date to:

Steve Harris (CONTRACTS)
Maine Department of Transportation
16 State House Station
Augusta, ME 04333-0016

REGISTRATION FEE: \$30 for Training - includes all handouts and lunch. Payment should accompany registration.

Make checks payable to: **Treasurer, State of Maine**

TO RESERVE YOUR SEAT, YOUR BEST BET IS TO CALL ASAP AT 624-3329 or FAX YOUR REGISTRATION FORM TO 624-3431. If you prefer, mail in attached registration form, but remember all registrations must be received at least 3 days before the course.